



MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Violet Varona-Lukens, Executive Officer  
Clerk of the Board of Supervisors  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Chief Administrative Officer

At its meeting held November 16, 2004, the Board took the following action:

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The following statement was entered into the record for Supervisors Antonovich and Knabe:

“Los Angeles County is one of the few governmental agencies yet to embrace e-commerce on a Countywide basis. In 1997, the Board directed the Assessor, Chief Information Office, Auditor-Controller, Treasurer and Tax Collector, and Director of Internal Services to pursue online payments for the convenience of our residents. Since the establishment of this committee seven years ago, there have been only two small-scale pilot e-commerce applications implemented. However, neither has met the County’s high availability, security and processing capacity requirements. As a result, the committee has abandoned its in-house solution approach and is now pursuing contracting with an outside vendor.

“We understand that the committee has yet to agree on an overall contracting process and we believe they require some guidance from the Board. We are assured that there are a sufficient number of vendors who can accommodate the anticipated large volume of transactions and provide the necessary protections and security measures for our various applications. Most counties and cities of all sizes offer e-commerce for the payment of fees, fines, licenses, taxes, child support, etc., without incident. Los Angeles County lags far behind other agencies in this regard and our constituents are inconvenienced as a result.

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“Rather than developing a full Request for Proposal (RFP), with the specific current, as well as anticipated, County requirements in an ever-advancing technology, we suggest that the County issue a Request for Information (RFI) as an alternative. This will allow experienced vendors who specialize in this technological environment to discuss with the County their various e-commerce applications and specialties. The County representative can evaluate each vendor, their references, pricing, and security assurances and negotiate a contract with the most qualified vendor who can meet the County’s requirements.”

Therefore, on motion of Supervisor Antonovich, seconded by Supervisor Knabe, unanimously carried (Supervisor Molina being absent), the Chief Administrative Officer was directed, with support from the Chief Information Officer, Chief Deputy County Counsel, Treasurer and Tax Collector, Interim Director of Internal Services and the Auditor-Controller, to issue a Request for Information for e-commerce applications on behalf of all County departments; and to provide the Board with monthly reports on their findings and recommendations for a Countywide e-commerce solution and status, including an analysis by the e-commerce committee of the fee structure and an analysis of the County's cost neutrality policy.

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Copies distributed:

- Each Supervisor
- Chief Deputy County Counsel
- Auditor-Controller
- Chief Information Officer
- Interim Director of Internal Services
- Treasurer and Tax Collector